

MECHANICAL PERMIT FORM
INSPECTIONS DIVISION/PUBLIC WORKS DEPARTMENT
CITY OF GREENVILLE, NORTH CAROLINA
FAX (252) 329-4424

Date: _____

Permit # _____

Mechanical Contractor: _____

Phone: _____

Tax Parcel Number _____

E-Mail Address _____

Job Address: _____

Type of Work:

☐ New unit ☐ Change out of unit ☐ Gas Line ☐ Logs ☐ Misc.

Type of Unit: (☐ 1 piece Unit ☐ Split System unit)

of Units

of Units

☐ Gas Pack *Btu's:* _____

☐ Gas Furnace *Btu's:* _____

☐ Heat Pump *Ton's:* _____

☐ A/C Unit only *Ton's:* _____

☐ Other (describe) _____

*Describe location of components including the electrical panel box (**Must be completed**)*

: *BE SPECIFIC, especially for split systems*****

(i.e. Condenser right rear of structure, Furnace in closet on second floor right side of house, air handler in attic and attic access is from the garage, etc.)

Electric Panel Location in structure: _____

**** N.C. State Administrative Building Code section 306.11: ...It shall be the duty of the permit holder to provide access to and means for inspections of the work for any inspections that are required by this code. If ladders are required, contractor shall provide and ladder shall be in proper safe working order.**